



# COUNTY OF HUMBOLDT

For the meeting of: 9/17/2019

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File #: 19-1307

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**SUBJECT:**

Allocate 1.0 Full-time Equivalent (FTE) Senior Environmental Analyst and deallocate 1.0 FTE Environmental Analyst in Budget Unit 1100-251

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Allocate 1.0 FTE 1.0 Senior Environmental Analyst (salary range 429, class 0520) and deallocate 1.0 FTE Environmental Analyst (salary range 397, class 0208) in fund 1100, budget unit (BU) 251- Water Management, effective immediately.

**SOURCE OF FUNDING:**

Natural Resources 1100-251, General Fund

**DISCUSSION:**

During the fiscal year (FY) 2019-20 budget process 1.0 FTE Environmental Analyst (salary range 397, class 0208) was allocated and 1.0 Senior Environmental Analyst (salary range 429, class 0520) was deallocated. This was a miscommunication within the department and was not the intended action. Program needs require the skill set of a Senior Environmental Analyst to manage complex water rights projects. Salaries for the Senior Environmental Analyst were included in the FY 2019-20 adopted budget. This action will return staffing allocations to prior levels and will appropriately reflect program needs and budgeted salaries.

**FINANCIAL IMPACT:**

There will be no impact to the county General Fund, as salaries for the recommended personnel allocation adjustments were included in the approved FY 2019-20 budget in fund 1100, BU 251-Water Management.

**STRATEGIC FRAMEWORK:**

This action supports your Board's Strategic Framework by investing in county employees and providing community-appropriate levels of service.

**OTHER AGENCY INVOLVEMENT:**

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N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the reallocation. However, this alternative is not recommended because it will have a negative impact on the department's ability to meet the needs of the community and comply with environmental regulations.

ATTACHMENTS:

N/A

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-15

Meeting of: 6/25/19

File No.: 19-982